Form No: UG2

**INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES) DHANBAD**

 **OFFICE OF THE DEAN (ACADEMIC)**

**APPLICATION FOR PURSUING INTERNSHIP/ACADEMIC WORK**

**(FOR B.TECH STUDENTS)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Academic Session** |  | **Semester**  | Monsoon |  | Winter |  | Summer |  |
| 1. | Name of Student |  |
| 2. | Admission No. |  | Department |  |
| 3. | Program  |  | Branch (if any) |  |
| 4. | Institute Email ID |  |
| 5. | Contact Number |  | Current CGPA |  |
| 6. | Academic Status (Tick if applicable) | Warning | Please Tick | Academic Probation | Please Tick |
| 7. | Backlog, if any | Fail Backlog Count |  | Fresh Backlog Count |  |
| 8. | Details of Internship / Academic Work: (Copy of the Offer letter to be attached) |
|  | **Name and address of the Institute/Organization where Internship / Academic Work will be pursued:** |
|  |
| **Period of Internship** |
| From | DD/MM/YYYY | To | DD/MM/YYYY | From | DD/MM/YYYY | To | DD/MM/YYYY |

**Undertaking:**

1. I hereby assure that on pursuing the above cited internship / acdemic work, solely I will be responsible for timely completion of my academic program.
2. I will complete the registration along with other academic and administrative requirements in the Institute, as per the timeline mentioned in the academic calendar, during the period of my internship.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Documents to be attached:**

1. Copy of Offer letter 2. Copy of Passport (in case of going to abroad)

OFFICE USE ONLY

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| --- | --- |
| 1. **To be Approved by the Head of Department (in all cases*):***

Whether Recommended:  **YES NO**Reasons (if not recommended):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature Copy of the approved form needs to be forwarded to AR (Acad-UG) – arug@iitism.ac.in for necessary information and record. | **2. To be Forwarded by AD, IRAA** ***(In case the work of place is not in India):***Whether Recommended: **YES NO**Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature  |